



COMMUNITY DEVELOPMENT DIVISION
FREDERICK COUNTY, MARYLAND

Department of Permits and Inspections

30 North Market Street • Frederick, Maryland 21701

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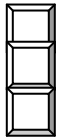
REFUND REQUEST FORM FOR PLUMBING PERMITS/APPLICATIONS

Refunds for Plumbing fees are processed according to Frederick County Ordinance 06-17-413:

Plumbing Permits, E., Miscellaneous (1):

Minimum plumbing and gas permit fees are non-refundable. License fees are non-refundable. In the case of an abandonment or discontinuance of a project that has been issued a permit or for which a permit application has been made, the permit applicant may return the permit for cancellation, and upon cancellation, may be refunded, less the minimum fees as appropriate, provided (1) No plumbing work has occurred and (2) The written request for the refund is received prior to the expiration date of the permit. All other fees are non-refundable. Revoked, suspended, expired or invalid permits or licenses are not eligible for refunds.

Please provide the following information for us to process your request (one form per A/P):



- 1) Copy of the receipt showing fees paid. All refunds checks are payable to the identity shown on the receipt.
- 2) The plumbing permit
- 3) This form with all requested information completed.

Name of person requesting refund:	Name of company, if applicable:
Application/Permit Number:	Address of property refund is for:
Receipt Number(s):	Subdivision Name and Lot Number:
Signature of person requesting refund:	
Date _____	
AGENCY PROCESSING ONLY	
Date Request Received: _____	
Date Processed for Approval: _____	
Date Processed to Accounting: _____	